

RECORDS RETIREMENT REQUEST		ASSIGNED BY CIA RECORDS CENTER	
		STATOTHR	
Submit in original and 3 copies. One copy will be returned to the originating office when material is accessioned by CIA Records Center.		JOB NO. 61-549 FOR REFERENCE SERVICE ON RECORDS TRANSFERRED TO STORAGE CALL EXT. [REDACTED] AND REFER TO ABOVE JOB NUMBER.	
PART I (TO BE COMPLETED BY THE RECORDS CUSTODIAN)			
TO: Chief, Records Center.	FROM: O/DPI - (Office) BRANCH	DIVISION USIB/S	SECTION
APPLICATION IS MADE FOR RETIREMENT OF THE RECORDS DESCRIBED BELOW DESCRIPTION OF FILE SERIES (Include: Name of File, Contents, Function, Arrangement and Inclusive Dates.) IF NECESSARY TO LIST RECORDS, USE FORM NO. 140A, RECORDS SHELF LIST (Check appropriate box below.)			
USIB Secretariat files including: IAC-D Papers IAC Minutes 6 Folders - IAC Memoranda 14 Folders - IAC Memoranda 5 Folders - Notes on USIB Meetings IAC - USIB/S Top Secret Log Book '54-59			
<input type="checkbox"/> SHELF LIST ATTACHED	<input type="checkbox"/> SHELF LIST INCLUDED IN TRANSFER		
CLASSIFICATION OF RECORDS Through TOP SECRET	FILE EQUIPMENT OCCUPIED BY RECORDS Legal <input type="checkbox"/> LETTER <input type="checkbox"/> OTHER (specify) _____ <input type="checkbox"/> LEGAL <input type="checkbox"/> NUMBER OF DRAWERS _____		
APPROXIMATE REFERENCE ACTIVITY PER MONTH			
BUILDING Address:	ROOM 343	LOCATION OF RECORDS [REDACTED]	DATE 15 Feb 61
PART II (TO BE COMPLETED BY THE AREA RECORDS OFFICER)			
TYPE OF MATERIAL <input checked="" type="checkbox"/> RECORD <input type="checkbox"/> NON-RECORD			
RESTRICTIONS ON USE OF RECORDS (If no restrictions write "None") None To be regarded as confidential upon authorization of USIB Secretariat or Chairman, USIB.			
DISPOSITION AUTHORIZATION			
CITE SCHEDULE OR AUTHORITY Office of DD/I - USIB Secretariat, Schedule No. 13-60 (Stat. 1)			
STATINTL			
BUILDING [REDACTED]	ROOM 343 354	EXTENSION [REDACTED]	DATE 15 Feb 61
SIGNATURE OF AREA RECORDS OFFICER			

FORM NO. 140 REPLACES FORM 140, 1 OCT 54
1 FEB 55 WHICH MAY BE USED.

(13-46)